

Padworth College Policy Manual

Core Policy

Section A.1 Safeguarding & Child Protection

A.1 Safeguarding and Child Protection Policy

This policy has been deliberately kept succinct so that the emphasis is on ensuring that all staff understand their key responsibilities and that safeguarding our students is the college's highest priority. It should be read in conjunction with KCSIE 2023, the Staff Code of Conduct and the College Behaviour Reward and Sanctions policy.

Principal and DSL	Sign & Date:	
Safeguarding Director	Sign & Date:	

Review schedule (this policy will be reviewed annually in September)

Date	Description of any changes	Date approved by Governing board
Sept 23	Rewriting of policy	

Introduction

1.1 Padworth College is committed to providing a safe and secure environment for all students under our care. This Child Protection Policy outlines our commitment to safeguarding and promoting the welfare of students in line with the principles set out in "Keeping Students Safe in Education" (KCSIE 2023). We will also adhere to West Berkshire safeguarding procedures. A link to the West Berkshire Model Policy can be found at the end of this policy.

1.2 This policy applies to all members of staff, directors, volunteers, and any external contractors or agencies working with the college. It aims to:

- Define our responsibilities for child protection.
- Outline procedures for identifying and reporting concerns.
- Provide guidelines for safer recruitment and staff training.
- Promote a culture of vigilance and awareness regarding child protection.

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Policy Statement

2.1 Padworth College will:

- Prioritise the welfare and safety of students above all else.
- Follow statutory guidelines, including KCSIE 2023, to ensure the protection of students.
- Establish and maintain an environment where students feel safe and confident to voice their concerns.
- Work in partnership with parents/carers to safeguard and promote the welfare of students.
- Ensure that all staff and volunteers are aware of their responsibilities and receive appropriate training.
- Undertake thorough recruitment and vetting processes to prevent the appointment of unsuitable individuals.
- Appoint a Designated Safeguarding Lead (DSL) and Deputy DSL(s) to lead on child protection matters.

Roles and Responsibilities

3.1 Designated Safeguarding Lead (DSL)

- The DSL at Padworth College is Crispin Dawson, contactable at principal@padworth.com
- The DSL is responsible for managing and coordinating child protection within the college.
- They will ensure that all concerns are reported, recorded, and appropriately referred to relevant agencies.
- Charlie Freer is the Director with safeguarding responsibilities. He can be contacted at charlie.freer@padworth.com

3.2 Reporting Concerns

- All staff members have a duty to report any concerns or suspicions of child abuse or neglect to the DSL. Staff should not investigate or promise students confidentiality.
- The 4 categories of abuse are: physical, emotional, sexual and neglect. Signs and Indicators of Abuse can be found in KCSIE 2023 Part 1.
- Concerns should be recorded using the [college's reporting form](#) and shared with the DSL promptly.
- Any emergency concerns should be reported directly to the appropriate authorities, such as the local authority or police.
- Parents or visitors should contact the DSL with any concerns.

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- If staff have concern about other staff a Low Level Concern form should be completed and sent to the DSL as soon as possible. The DSL will liaise with the LADO as necessary following West Berkshire guidelines.
- If the concerns are about the DSL the Safeguarding director should be contacted.
- If staff, students or visitors are not happy with the response of the college and concerns continue they should raise their concerns with West Berkshire CAAS. (Contact details below)

3.3 Safer Recruitment

- Padworth College will follow rigorous recruitment procedures, including enhanced DBS checks, to ensure the suitability of all staff and volunteers.
- We will maintain an up-to-date Single Central Record (SCR) of all staff checks and qualifications.

Training and Awareness

4.1 All staff members, governors, and volunteers will receive appropriate child protection training at induction and regularly updated thereafter.

4.2 Padworth College will ensure that all staff members are aware of the signs and indicators of abuse and neglect and know how to respond appropriately. All staff will be required to read Part 1 or Annex B of KCSIE 2023 to help ensure they understand potential signs of abuse.

4.3 All members of the DSL team and the safeguarding director will be required to read all of KCSIE 2023. They will receive updated training every two years, in line with W Berkshire Model Child protection policy.

4.4 The college will maintain an ongoing program of awareness and training to ensure the safeguarding knowledge and skills of all staff remain current.

4.5 As a boarding school all staff needed to be mindful that there may be additional factors for us to consider. We need to be alert to inappropriate student relationships and the potential for child-on-child abuse

Conclusion

5.1 Padworth College is committed to safeguarding students and young people. This policy will be reviewed annually and updated as necessary to reflect any changes in legislation or best practice.

5.2 All members of the college community have a role to play in protecting students. By working together and adhering to this policy, we can ensure a safe and nurturing environment for all students at Padworth College.

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KEY CONTACTS

The key contacts for Safeguarding at Padworth are:-

	Name	Telephone	Email
Designated Safeguarding Lead	Crispin Dawson	07485205683	principal@padworth.com
Deputy Designated Safeguarding Lead	Mike Rust		Michael.rust@padworth.com
Deputy Designated Safeguarding Lead	Luci Smith		Luci.smith@padworth.com
Safeguarding Governor	Charlie Freer		Charlie.freer@padworth.com

Key Contacts within the Local Authority

Pan Berkshire Safeguarding Procedures: <http://berks.proceduresonline.com/>

	Name	Address	Telephone contact	Email
Contact, Advice & Assessment Service (CAAS)	Duty Social worker	Council Offices Market Street NEWBURY RG14 5LD	Professionals only contact number: 01635 503190 Parents only Contact number: 01635 503090 or Emergency Duty Team (outside of office hours) Tel: 01344 351999	child@westberks.gov.uk
Prevent Officer Thames Valley Police	Prevent officer			Preventreferrals@thamesvalley.pnn.police.uk

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Building Communities Together Team Manager and PREVENT Lead, WBC	TBC	CEO & support West Berkshire Council 20 Mill Lane Newbury RG14 5QU		
Service manager for Early Years, Vulnerable Learners and Families	Avril Allenby/ Melissa Perry	Council Offices Market Street NEWBURY RG14 5LD	01635 519044	Avril.Allenby@westberks.gov.uk
Principal Education Welfare and Safeguarding Officer, and PREVENT Link for Education	Melissa Perry	Council Offices Market Street NEWBURY RG14 5LD	01635 519788	EWSS@westberks.gov.uk
Education Safeguarding Officer	Joan Ball	Council Offices Turnham's Green Park Pincents Lane Tilehurst Reading Berkshire RG31 4UH	01635 503156	joan.ball@westberks.gov.uk
Local Authority Designated Officer Contact can be made via CAAS	Fiona Goussard	Council Offices Market Street NEWBURY RG14 5LD	CAAS on 01635 503190	cpadmin@westberks.gov.uk or

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				LADO.LADO@westberks.gov.uk
Senior Education Welfare Officer,	Sally-Ann Looker	Council Offices Market Street NEWBURY RG14 5LD	01635 519788	sal.looker@westberks.gov.uk
Exclusions and Reintegration Officer	Roslyn Arthur	Council Offices Market Street NEWBURY RG14 5LD	01635 503409	Roslyn.Arthur@westberks.gov.uk

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